



EPA BROWNFIELDS GRANT PROGRAM

Understanding 2008 ARC Proposal Guidelines

Presented by:

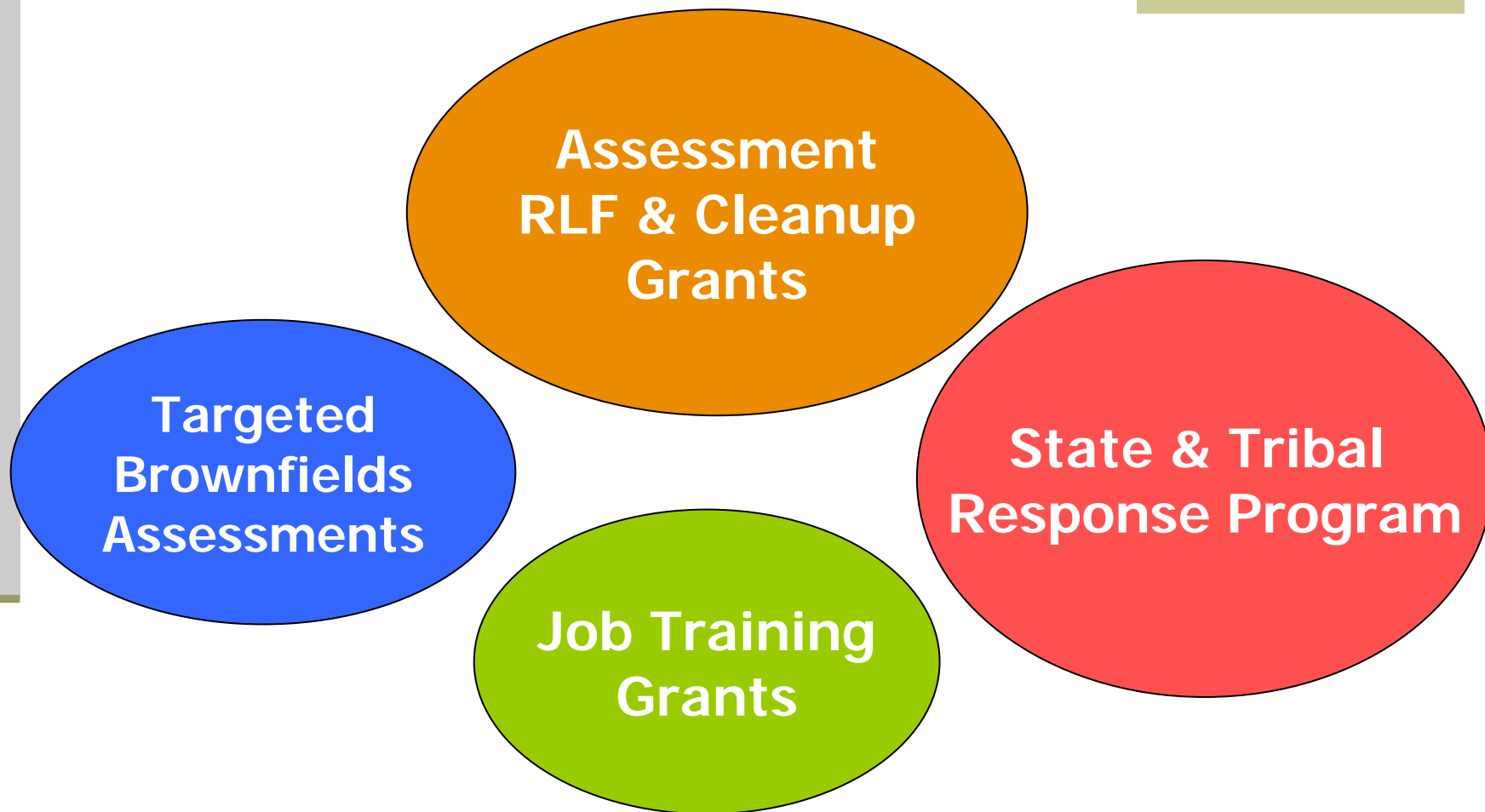
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Today's Discussion

- **Overview EPA Brownfields Program**
- **Meeting the first grants test-Threshold Criteria**
- **Competitive Grant Writing-Ranking Criteria**
- **The final proposal package-Tips, Do's & Don'ts**
- **Your Questions**

EPA Brownfields Assistance Programs



ARC Grants Competition 2008

- **\$75-100 Million in funding available nationally**
- **700-800 proposals**
- **250-300 will be funded.**
- **25% of funds will be awarded to petroleum properties**

Grants Competition Timeline

- **Proposals postmarked by October 12, 2007**
- **October 2007 to February 2008 -- Reviewed by ranking panels**
- **Early March – Announce successful proposals & negotiate grants**
- **Sept 12, 2008 – Community Notification Plan must be executed**
- **Awards expected summer 2008**

Grant Writing * Grant Reviewing

- **Threshold Criteria**
- **Ranking Criteria**

But first.....

Trading places.....

General Tips for Proposals



EPA Region 10 reviewer after 14th proposal

(With apologies to Peter Murphy/Anton Corbijn)

General Tips for Proposals

- **Assume nothing**
- **Reviewers may be unfamiliar with your community and regional issues**
- **Study the guidelines closely**

General Tips for Proposals

- **Organize your writing to the guidelines**
- **Answer all questions and sub-questions**
- **Minimize acronyms and jargon**
- **Observe page limits**

Proposal Basics

- **Investigate site ownership, eligibility and access issues early**
- **Request acknowledgement letter**
- **Involve community and appropriate partners in development of grant proposal**

Petroleum Sites

Examples:

- Gas Stations
- Fuel Terminals
- Tank Farms
- Oil Fields



Hazardous Substance Sites

Examples:

- **Plating Shops**
- **Landfills**
- **Salvage Yards**
- **Dry Cleaners**
- **Mine Scarred Lands**
- **Illegal Drug Labs**



May be co-mingled with petroleum

Assessment Grants

1. What kind of grant—single site or community-wide
2. What location/s
3. \$200 thousand per site
4. All sites assessed must meet eligibility requirements
5. No cost share required



Cleanup Grants

1. Apply for up to three sites
2. \$200 thousand per site
3. Must own the site by June 30, 2008
4. Previous assessment required
5. 20% cost share, waiver request option



Revolving Loan Fund Grants

1. Eligible entities may form coalition, request up to \$1M each eligible coalition member.
2. Loans can be made to private entities
3. 40% of award can be used to issue subgrants
4. R-L-F grants require a 20% cost share



Grants: The Review Criteria

- Threshold criteria—Pass/Fail
- Region 10 Project Officers do Threshold Review
- Ranking criteria—Competitive total score
- Project officers from other regions review and rank Region 10 proposals

Threshold: Applicant Eligibility

<i>Type of Applicant</i>	<i>Assessment</i>	<i>RLF</i>	<i>Cleanup</i>
Local Governments	X	X	X
Land Clearance Authority; Quasi-governmental entity OR General purpose unit of local government	X	X	X
Government Entity Created by State Legislature	X	X	X
Regional Council or group of General Purpose Units of Local Government	X	X	X
Redevelopment Agency chartered or sanctioned by a state	X	X	X
State	X	X	X
Indian Tribes	X	X	X
Nonprofit organizations			X

Threshold Criteria - Eligibility

Petroleum Brownfields Site Eligibility

1. Low risk
2. No viable responsible party
3. The applicant did not cause contamination
4. Not subject to RCRA sec. 9003(h)

Threshold: More site eligibility criteria

The applicant must not be responsible for contamination.

- Different criteria for different contamination types
- Cleanup authority and oversight
- Cost share

Ranking Criteria

COMPETITIVE REVIEW

- **National review**
- **Every category has a total point value**
- **Every question counts**
- **Every answer matters**

Ranking Criteria

BUDGET – 10 Points

- **No “administrative costs”**
- **Specify activities**
- **Use sample format provided**
- **Minimize program management costs
(Personnel, Fringe, Travel, Supplies)**
- **Maximize contractual for assessment and/or
cleanup**
- **Specify outputs if possible**

Ranking Criteria

COMMUNITY NEED -15 Points

**How will the project benefit the community?
Tell the story.**



Ranking Criteria

SITE SELECTION PROCESS – 6 Points

How will you select and prioritize your sites?



Single site or community-wide project?

Ranking Criteria

SUSTAINABLE REUSE – 12 Points

- Prevent future pollution and reduce resource consumption
- Promote economic benefits
- Promote vibrant communities

Ranking Criteria

GREENSPACE / OPEN SPACE OR
NONPROFIT PURPOSE – 5 Points



Caldwell, ID

Ranking Criteria

COMMUNITY NOTIFICATION – 12/28 Points

- If your proposal is selected, what method will be used to notify your community? Why is this the best method?
- What is your public comment period?
- What is your plan for addressing comments received?

Ranking Criteria

COMMUNITY INVOLVEMENT – 16/28 Points

What?
Who?
When?
How often



Portland, OR

Ranking Criteria

REDUCE THREATS TO HUMAN HEALTH
AND THE ENVIRONMENT –26 Points



- **ID threats to health and the environment**
- **Working with your health agency?**
- **Describe your State or Tribal Response program if applicable**

Ranking Criteria

LEVERAGING OF ADDITIONAL RESOURCES – 10 Points

ID other funding sources

- In-kind
- Federal
- State
- Private



Portland, OR

Ranking Criteria

PROGRAMMATIC CAPABILITY – 20 Points

- Describe your ability to manage this grant
- Describe history of managing Federal funds
- Past performance as a Brownfields Grantee



Gig Harbor, WA

Steps to get started

- Ask questions
- Outline draft
- Contact state or tribal environmental agency
- Start community outreach

Final reminders

- Proposals postmarked by October 12, 2007
- 18 single-sided pages
- No color photos or maps
- Minimize attachments
- Electronic submission at grants.gov requires pre-registration



EPA BROWNFIELDS GRANT PROGRAM

Call with questions

Visit our website

<http://yosemite.epa.gov/R10/CLEANUP.NSF/sites/bf>

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